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| IRIS Newsletter 59 |
| June 2020 |

# Latest IRIS version 1.14.0

This is a newsletter to primarily advise of an upgrade to the IRIS system. A new IRIS upgrade, version 1.14.0, has been posted on the Funded Agency Chanel.

All upgrade files and instructions can be found via the following link: <https://gofex.webaccess.vic.gov.au/#/>>

A detailed installation guide and instructions are provided, and it is important that you carefully read and follow the instructions to ensure the upgrade is completed successfully. The funded agencies, DHHS and DET/DJR, are required to complete the upgrade by **31st of July 2020**.

Numerous enhancement changes have been made, with particular reference to the Family Services and Family Violence case types. It is important that all agencies upgrade to the v1.14 IRIS as soon as possible and complete by 31 July 2020. Please coordinate this with your IT.

**Please note:** The ‘old’ version **(1.13) data files** **will not be accepted from 1 Aug onwards.** Only upgraded 1.14 data files will be accepted.

**Child First Agencies Note**: Please be aware that the tracking or referring of cases to and from partner agencies will only work if both agencies are on the same version of IRIS.

# Child FIRST - Family Services partner agencies must run the same version of IRIS

The client/case referral system in IRIS will only work between participating agencies if they are **both using the same version of IRIS**.

Therefore, each Family Services-Child FIRST intake agency (after upgrading) must ensure that all partner agencies in their catchment area have run the upgrade to 1.14.0 **before** resuming the referral process.

All referrals and track-backs from the IRIS 1-3-0 versions that are not yet processed and finalised must be closed, tracked-back and imported **before** doing the upgrade.

# Changes in IRIS version 1.14.0

**Below is a brief summary of the changes and enhancements to the version 1.14.0 upgrade.**

**Full details of the changes can be found** on the Funded Agency Channel website:

<https://fac.dhhs.vic.gov.au/systems>

**General Changes**

**Client Details Tab:**

- **Ancestry fields** **CoB Mother and CoB Father** drop down lists have Added **"Stolen Generation"**.

- The label for **Eligible for NDIA** field has been changed to **Eligible for NDIS**.

**- A new Admin level feature has been added** to allow the client name and address to be changed by means of an **Edit** button next to the **Previous names** field. Up to three previous names and addresses for the client can now be edited by IRIS Administrators.

### Merge Case Function

The **Merge Cas**e option now allows case details to be copied from a source case with an Open/Closed/Exported status to a new empty case of the same type, i.e. Family Violence to Family Violence. It is recommended that cases in status **Closed** or **Exported** are not deleted.

Please note hours worked and closure details are not copied over to the new case.

**Changes for Family Services** (Case Type)

**Client Details Tab:**

- **Ancestry fields** **CoB Mother and CoB Father** drop down lists have Added **"Stolen Generation"**.

- The label for **Eligible for NDIA** field has been changed to **Eligible for NDIS**.

**Case Details Tab:**

- **Source of Funding** field - new sources of funding NDIS Funded Provider; ID Protected (allocated from Child FIRST); DHHS Housing (office of) have been added, and the Hub referral sources have been removed.

**- Referral Sources field** – the following have been added: NDIS funded provider; ID Protected (allocated from Child FIRST); DHHS Housing (office of), and the Hub options have been removed.

- **Household Type field** – the following have been added: Statutory Kinship care; Statutory Foster care; Statutory Permanent Care and Informal Kinship care.

**- CP Status field** - has added **Intake – enhanced** as an option to the selection list.

**- Service Details field** – new fields have been added including, Case Objective and Role in Case Plan, amongst others.

**- Referral Details field** – the field Via Orange Door has been added.

**- Funding Sources** – the following have been added: Div discretionary - DHHS Family Services; Complex Disability Support Needs; Cradle to Kinder and Family Preservation & Reunification amongst others.

**Related Persons Tab:**

- Related Persons Details field - **SLK** field value has been fixed and is now generated properly.

### Demographics Tab:

- Label for field **Eligible for NDIA** changed to **Eligible for NDIS**.

- **Eligible for NDIS** field – this is now mandatory for all Child related case types who are 17 and under and not unborn children. Child FIRST cases are the exception.

- **CRIS Client Id** field – this is now mandatory for children and must be 8 digits or 0 if unknown.

**Engagement Tab:**

 **- Days Attending field** - the value of ‘0’ for the field Days Attendingis now valid.

**Issues Tab**:

**- Identified field -**  By Referrer has been added to the selection list.

- A new selection list field **Referred to Specialist Agency** has been added with the following values: Aboriginal services: Health; Centrelink; Counselling; Early Years; Family Violence Support and Health Services amongst others. This replaces the **Referred to** list in Services activities list.

- **Issues type** list has been revised to open as a collapsed list.

- The **Client/Family Participation** check box group has been expanded.

**Closure Tab:**

- **Reason for Closure** **field –** the selection list has been expanded to include: Transferred to another Family Services response; Client/Family did not meaningfully participate; Closed due to risk and In agreement with CP.

# **Family Safety Changes** (Family Violence case types)

### Cases Tab:

- **Risk Assessment** **field** – the selection list has been changed in line with MARAM to include the following values: Added; Serious Risk; Elevated risk; At Risk and Unable to be Determined.

**- Client Completed MBCP** **field –** thisis now non mandatory if the client is female or under 18 years old. For male clients 18 years or over the field is mandatory.

**- Fear Assessment field** – this is now non mandatory if the client is male and 18 years or over.

**Services Tab:**

-The new option **Case allocation** has been added to the New Service type list.

## Funding Sources

- A new funding source **Therapeutic Interventions** has been added.

# IRIS Monthly Reporting (DHHS Funded Organisations)

**All DHHS agencies are obliged to submit a monthly IRIS data extract by the 10th of every month.**

\*Please note: The automated email confirmation of data received by the department has been deactivated due to a technical difficulty. So you will no longer receive the confirmation email when you run the data export function. You can check your sent box to confirm the email was correctly sent to iris.data@dhhs.vic.gov.au.

Please run the reports as per the former quarterly process (recommended option), and we will extract the required month’s data from these.

**Please note:** All community service **organisations funded by the Department of Education and Training (DET) and Department of Justice and Regulation (DJR) are required to report once every quarter only.**

## IRIS Training Dates for 2020:

**Due to recent developments with COVID19 all face-to-face training will be suspended until further notice. The remaining training sessions booked for August 2020 and beyond will be reviewed and advice will be provided in due course. We apologise for the inconvenience that this may cause to your Agency and staff and will keep you informed of any changes by updating the Funded Agency Channel portal.**

In the interim, a user-friendly IRIS Training document, which is closely modelled on the actual training session, will be available on the FAC website shortly.

<https://fac.dhhs.vic.gov.au/systems>

## Feedback Welcomed

The IRIS team welcomes any feedback, suggestions and improvements on the IRIS system, the processes and the communications disseminated to funded organisations.

# IRIS Helpdesk: 03 9096 6919

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